

**Office of
Personnel Management**

Washington, D.C. 20415

External contacts file

In Reply Refer To:

AUG 21 1980

Your Reference:

Mr. Harry Fitzwater
Director of Personnel
Central Intelligence Agency
Washington, D.C. 20505

Dear Harry:

For a little over one year now, the National Security and International Affairs Group has worked with you to deal with various problems and initiatives and to implement the Civil Service Reform Act. We have invested a significant amount of time and energy in learning about your organization, its unique character and its special interests, needs and problems. Through this knowledge we try to represent your interests and needs within the Office of Personnel Management.

We are now assessing the past year's performance and planning for FY 1981. As major "stockholders" in our "corporation," we would like your participation in this process. Not only will this assist us, but will help insure that your priorities figure prominently in NSIA's goals and objectives for FY 1981. You and your principle assistant or deputy are invited to a luncheon meeting to be held at the Fort Myer Officers' Club on September 11, 1980, beginning at 11:30 a.m., to meet with me, the Agency Officers and Sy Pranger, the Associate Director of Agency Relations. The cost will be \$4.50 per person and a cash bar will be available. The enclosed flyer provides additional information.

*Both the
PMCO
conference*

We believe this would be an excellent opportunity to: 1) assess the past year, 2) get your input on key areas of emphasis for FY 81, and 3) discuss issues of importance to our agencies which, after all, represent over one-half of the Federal workforce in the Executive branch. I personally look forward to seeing you and hope that this meeting will set the stage for continued success in the coming fiscal year.

Sincerely yours,

Myra

Myra Howze Shiplett
Assistant Director
National Security and
International Affairs

Enclosure

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